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Security Information

PURCHASE SECTION REPORT
For Week of 1 - 7 January 1953

	<u>No.</u>		<u>Dollar Value</u>
1. <u>Requisitions</u>			
Received during week	98		
Carried Over	217		
Total	315		
Pending bids, clearance	146	(Est)	\$41,568.48
Without Action	106	(Est)	34,396.00
Total	252	(Est)	\$75,964.48
Completed during week	63		
2. <u>Purchases</u>			
Purchase Orders Issued	112		\$67,679.87
3. <u>Backlog of Typing</u>			
Purchase Orders	63		
Invitations to Bid	27		
Correspondence	5		
Total	95		

Breakdown of Pending Business*

		<u>Dollar Value (Est)</u>
A. With Action: Pending bids, clearance etc.		
1. Held less than 30 days	138	\$40,518.48
2. Held more than 30 days	8	1,050.00
Total	146	\$41,568.48
B. Without Action:		
1. Held less than 30 days	106	\$34,396.00
2. Held more than 30 days	---	-----
Total	106	\$34,396.00
C. Total Business Pending	252	\$75,964.48

*Details for each Purchasing Agent are in Purchase Section

Total Overtime: 14 Hours

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